

**California Department of Justice – Division of Law Enforcement  
CALIFORNIA CYBER CRIME CENTER**

## FORENSIC EVIDENCE CUSTODY FORM

Submitting DOJ Agency:		DOJ Case Number:	Date:	Lab Case Number (Lab Use Only):
Submitting Agent:		Submitting Agent Phone Number:		Lab Evidence Case Number (Lab Only):
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:
Item Number:	Make:	Model:	Serial Number:	
Description:				DOJ Item Number:

**NOTE:** Contents of sealed packages are not inventoried at the time of submission, but will be catalogued during processing.

### CHAIN OF CUSTODY

Item Numbers	Date/Time	Released By	Received By	Reason
	Date:	Name/Unit:	Name/Unit:	
	Time:	Signature:	Signature:	
	Date:	Name/Unit:	Name/Unit:	
	Time:	Signature:	Signature:	
	Date:	Name/Unit:	Name/Unit:	
	Time:	Signature:	Signature:	

**PROPERTY RECEIPT**

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Bureau: \_\_\_\_\_

Investigation Number (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

Property Received From:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_**I HEREBY ACKNOWLEDGE RECEIPT OF THE BELOW DESCRIBED PROPERTY**

Item No.	Description (include serial number)	Exact Location Found (if applicable)

\_\_\_\_\_  
Receiving Individual (print or type)\_\_\_\_\_  
Receiving Individual's Signature\_\_\_\_\_  
Witnessing Individual (print or type)\_\_\_\_\_  
Witnessing Individual's Signature

**PROPERTY RECEIPT**

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**NOTICE**

On \_\_\_\_\_, Agents of the California Department of Justice, Division of Law Enforcement, served a search warrant at \_\_\_\_\_.

The items listed on the property receipt were seized pursuant to the search warrant.

The search warrant was issued on \_\_\_\_\_, by the Honorable \_\_\_\_\_ Judge of the \_\_\_\_\_, Court, \_\_\_\_\_. The search warrant number is \_\_\_\_\_. (If a number is not provided, contact the clerk of the issuing court for information regarding this incident.)

For further information concerning this search warrant, or the return of property, contact \_\_\_\_\_ at (\_\_\_\_) \_\_\_\_\_.

Pursuant to California Penal Code sections 1539 and 1540, you may file a written motion with the court where the warrant was issued, seeking return of the property seized pursuant to this search warrant.

**AVISO**

El día \_\_\_\_\_, Agentes del Departamento de Justicia del Estado de California, Division de Procuracion de Justicia ejecutaron una orden de cateo en \_\_\_\_\_, y embargaron la propiedad identificada en el recibo.

La orden de cateo fue expedida en \_\_\_\_\_, por el Honorable Juez \_\_\_\_\_, de la corte \_\_\_\_\_ y fue archivado bajo el numero de corte \_\_\_\_\_ (si no hay numero, puede hablar con el archivero de la corte). Para mas informacion, acerca de esta orden de cateo, llame a \_\_\_\_\_ al telefono (\_\_\_\_) \_\_\_\_\_.

Se la avisa que bajo la ley deCodigo Penal del Estado de California 1539 y 1540, usted puede pedir por escrito a la corte que se le regrese la propiedad, siempre y cuando lo haga el juez que firmo la orden de cateo.

